

5 April 1972

MEMORANDUM FOR THE RECORD

SUBJECT: Staff On-going Actions

1. Master Plan for Headquarters

a. We will submit existing and proposed drawings of land use, site development, circulation, landscape; i. e., 8 drawings plus 1 drawing of cross sections.

b. Mid-April review with DD/L to be site development - proposed and existing. DD/L will then present to DD/S.

25X1A c. Environmental impact description if ready to go forward at the same time (action [REDACTED])

25X1A d. Garage submission will probably not be ready until September (action [REDACTED])

25X1A 2. [REDACTED]

Most of the investigations are completed - needs write up.

Tentative conclusions:

a. Probably no immediate change at NPIC

b. If NPIC follow-on construction takes place, we should move on M&O handbook as soon as plans are finished. Recruiting for key M&O personnel should take place about 1 year prior to completion of construction. M&O personnel should be assigned to the project about 4 to 6 months in advance of completion of construction. It is anticipated that the M&O handbook as well as M&O organizational structure would be prepared by A&E firms under contract. Suggested firms are:

25X1A [REDACTED]

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25X1A

[REDACTED]

25X1A

[REDACTED] says some consideration should be given to maintaining this new construction by contract.)

c. The outlook at Headquarters is that it would be too traumatic to shift maintenance from GSA to CIA at this time. However, this does not rule out shift in responsibility in special use areas from GSA to CIA. Such a recommendation will probably be made. Particular attention should be given the GSA/CIA interface however.

NOTE: This report is to be ready by Friday, April 14.

3. Special project for EAA

25X1A On our own initiative we have furnished data and cost estimates to [REDACTED] 25X1A  
25X1A [REDACTED] in order to permit him to start some thinking about buildings, real estate, and costs [REDACTED] is handling).

25X1A

4. [REDACTED]

Dead in the water until we hear further.

25X1A

5. [REDACTED]

25X1A

25X1A

a. NPIC has requested technical studies to proceed. I am now awaiting word from [REDACTED] after he discusses same with [REDACTED]. Meanwhile, [REDACTED] is ready to start talks. He will need [REDACTED] study which I am told may be released to him in 2 volumes. This could be given to him on 7 April in the afternoon. I intend, however, to hold off on any further talks with him pending the [REDACTED] discussion. 25X1A

25X1A

b. [REDACTED] will check on status of [REDACTED] property and call me back. This amounts to 110 acres for DDS&T and 210 acres for DDI. 25X1A

6. Logistics Orientation Course presentation is 9 May. [REDACTED]

[REDACTED] 25X1A  
[REDACTED] 25X1A  
Chief,  
Building Planning Staff, OL